

**MINUTES
REGULATORY COUNCIL OF
COMMUNITY ASSOCIATION MANAGERS
May 21, 2021
10:00 a.m. ET
The telephone number is 1.888.585.9008
Conference Room Number: 241687833#**

CALL TO ORDER

The Regulatory Council of Community Association Managers was called to order at approximately 10:00 a.m., by Chair Sharon Cunningham.

MEMBERS PRESENT

Sharon Cunningham, Chair
Gary Pyott, Vice Chair
Robert "Bob" Sibley

PERSONS PRESENT

Krista Woodard, Executive Director, Department of Business and Professional Regulation (DBPR)
James C. Richardson, Chief Attorney, Office of the General Counsel, DBPR
Ronald Thomas "Tom" Jones, Assistant Attorney General, Office of the Attorney General
Melinda Gray, Government Analyst, DBPR
Liz Rotruck, Court Reporter, For The Record

OTHERS PERSON PRESENT

Matthew Green, CAMICB

INTRODUCTION OF SECRETARY

Ms. Woodard informed the Council that the new Secretary of the Department is present on the telephone conference call. Secretary Brown informed the Council of her work history. Secretary Brown informed the Council that the entire Senate Bill was approved which reduces fees, streamlines process, along with other initiatives. Secretary Brown explained to the Council that it is a top priority to have the Council vacant positions filled soon. Secretary Brown indicated that she would be working closely with the Governor concerning the vacancies for more members. Mrs. Brown thanked the Council for their services.

Ms. Woodard stressed to the members the importance of submitting their appointment application to the Governor's Office.

APPROVAL OF THE MINUTES OF THE MEETING ON FEBRUARY 26, 2021

Mr. Pyott made a motion to approve the draft minutes of February 26, 2021. Mr. Sibley seconded the motion. The motion passed unanimously.

PROSECUTING ATTORNEY REPORT – James Richardson

Mr. Richardson provided the Council with an overview of the reports. Mr. Richardson indicated that the Office of the General Counsel closed 103 cases. Most of the cases were resolved by closing order, letter of guidance and a couple of final orders.

COUNSEL REPORT – Tom Jones

Mr. Jones provided the Council with an overview of the May 2021 Rules Report.

Mr. Jones explained that Rule 61E14-2.001, Standards of Professional Conduct F.A.C., became effective October 4, 2020. This amendment to the rule relates to how the licensees are to advertise when offering community association services.

He also explained that Rule 61E14-1.001, Prelicensure Education Requirement, F.A.C., became effective March 14, 2021. This amendment relates to interactive and real-time courses.

In addition, Mr. Jones said Rule 61E14-3.002, Special Assessment, was repealed on March 24, 2021. This rule was outdated.

EXECUTIVE DIRECTOR REPORT – Krista Woodard

Continuing Education Courses - Ratification List

Mr. Pyott indicated that the Ratification List is more extensive than the last list. Ms. Woodard explained that because of the pandemic most individuals are taking interactive courses opposed to in-person courses. Mr. Pyott observed that the list contained more new approved providers to conduct continuing education courses in a creative way. Mr. Jones concurred with Mr. Pyott's comments.

Mr. Pyott asked if there was any data that could determine the difference of how the pre-licensure courses and the licensure courses are conducted before and after the pandemic and whether they have increased online. Ms. Woodard explained that Continuing Education Providers are not required to submit that type of data to the Department. Ms. Woodard said she would ask our data steward to pull data between how many applications were received this year from the previous years.

Mr. Sibley inquired about how the continuing educations are approved. Mr. Pyott explained that the providers are required to renew their license. Ms. Woodard explained that the courses can be considered for renewal every 24 months. Mr. Sibley asked Mr. Pyott when a course would be considered no longer beneficial to the individuals taking the courses. Mr. Pyott's provided Mr. Sibley with the following examples. (1) When the Legislative Updates are changed on a yearly basis, and (2) If the provider determines individuals are no longer taking the continuing education courses.

The Ratification List of continuing education courses from February 8, 2021 to May 10, 2021 was provided to the Council for their review and approval. Mr. Pyott moved to approve the Ratification List as submitted. Mr. Sibley seconded the motion. The motion passed unanimously.

Financial Report – March 31, 2021

Ms. Woodard reported that the balance in the Board's operating account was \$746,656. The unlicensed activity account balance was \$279,070.

Ms. Woodard met with the Finance and Accounting office for them to provide her with an overview of investment earnings. She explained to the Council the positive and negative investment earnings located in the financial report.

Future Meeting Dates

August 6, 2021 – Conference Call
November 5, 2021 – Via Go To Meeting
February 25, 2022 – Conference Call
May 27, 2022 – Conference Call

August 26, 2022 – Conference Call
November 4, 2022 – Location to be determined

Mr. Sibley requested that the Council Office correct the meeting date from November 6, 2021 to November 5, 2021. Ms. Woodard directed Ms. Gray to make this change.

The Council discussed meeting in-person or having a go-to-meetings. The Council also discussed the fees involved with having in-person meetings and meeting in South Florida. The Council discussed moving the in-person meeting to February 25, 2022 or May 27, 2022. The Council will continue their discussion about the in-person meeting at the August 6, 2021 Telephone Conference Call.

OLD BUSINESS

There was no old business to come before the Council at this time.

NEW BUSINESS

Ms. Woodard reiterated the urgency to the Council about submitting their Appointment Applications to the Governor's Office. Ms. Woodard also informed the Council that Secretary Brown has been diligently working with the Governor's Office to have positions filled.

PUBLIC COMMENT

Matthew Green with Community Association Managers International Certification Board wanted to make sure his attendance was reported. Mr. Green informed the Council that the Community Association Managers International Certification Board administers the Certified Managers of Community Associations Certification Program.

Mr. Pyott asked Mr. Green if their organization had any data that could determine the difference of how the pre-licensure courses and the licensure courses are conducted before and after the pandemic and whether they have increased online. Mr. Green explained that CAMICB administers continuing education courses and re-certifications courses for individuals that have Florida licenses. Mr. Green also indicated the CAMICB requires their own set of continuing education courses for recertification. Mr. Green stated that he believes some individuals have transferred to using online courses, particularly during the pandemic.

ADJOURNMENT

There being no further business to come before the Council, Mr. Pyott made a motion to adjourn. Mr. Sibley seconded the motion. The motion passed unanimously, with the meeting adjourning at 10:55 a.m.